

Historical Commission Work Plan 2022

Priority	Action Item and Objectives	Lead	Status	Schedule
High	Special Valuation Applications	Staff	Process as submitted	Ongoing
High	Register Nominations	Staff	Process as submitted	Ongoing
High	Project Permit Reviews	Staff	Process as submitted	Ongoing
High	Rules of Procedure <ul style="list-style-type: none"> Develop Historical Commission Rules of Procedure 	Staff	New Project Completed on 5/24/22	1Q
High	2024-2044 Comprehensive Plan Periodic Update <ul style="list-style-type: none"> Review and provide comments from Scoping Period Review Comp Plan Historic Information (update as needed) Review existing goals, policies, and objectives (update as needed) Review implementing processes and regulations 	Staff	Introduce Project	1Q 2022 through 4Q 2023
High	Freeway signage for National Historic District <ul style="list-style-type: none"> Re-establish goal, placement Feasibility <ul style="list-style-type: none"> Look into follow through signage 	-Staff -Commissioner Morrison -Commissioner Vazquez	Staff to coordinate with Economic Development Division and report back Dan has been in correspondence with WSDOT and provided update to staff on 6/28/22. Staff to set up a meeting with Dan to discuss options moving forward and cost.	1Q 2022
High	District(s) Signage <ul style="list-style-type: none"> Inventory/Assess district signage for districts and overlays Update regulations on district/overlay signage guidelines and design standards	-Staff -Commissioner Tucker -Commissioner Vazquez	Consider grant application Staff to follow up with Dan to discuss wayfinding signage and collaborating with other entities.	1Q 2022

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<i>Medium</i>	Everett Register Plaques <ul style="list-style-type: none"> • Make application available on Historical Commission website • Responsibility of the homeowner to cover cost of plaque 	-Staff -Commissioner Hall	New Project Commissioner Hall to follow up with Chris Moore to discuss other city's plaque process and Rainbow Metals (previous company used to order plaques).	2Q 2022
<i>Medium</i>	Outreach and education <ul style="list-style-type: none"> • Update Historical Commission website 	-Staff -Commissioner Hieb -Commissioner Fox	New project	2Q 2022
<i>Medium</i>	Outreach and education <ul style="list-style-type: none"> • Evaluate current publications/information sheets regarding historic preservation, special valuation, resources, etc. and update as necessary • Work on getting publications digitized and available on website • Update "Hands On" book 	-Staff -Commissioner Palen -Commissioner Hall -Commissioner Morrison -Commissioner Gemmer -Commissioner Fox (to help with digitizing)	Clarify with HC -Commissioner Tucker to follow up with Historic Everett. -Commission will form a sub committee to work on "Hands On" book. -Commissioner Fox will assist with digitizing.	2Q and 3Q 2022
<i>Low</i>	Ongoing Commissioner Trainings <ul style="list-style-type: none"> • CLG Trainings • Special presentations from community experts 	HC	Send CLG opportunities out; contact Michelle Thompson about presentation Commissioner Hall and staff to follow up on design review and CLG presentations.	Ongoing

Priority	Action Item and Objectives	Lead	Status	Schedule
<i>Low</i>	Donovan District Cleanup <ul style="list-style-type: none"> • Revisit ordinance for creation of district • Re-assess inventory (what has been left following relocation of contributing homes?) • Cleanup boundary lines on maps and GoSync • Present new boundaries to HC, Council 	-Staff -Commissioner Vazquez -Commissioner Gemmer -Commissioner Bush -Commissioner Hall	HC members might pursue	3Q and 4Q 2022